



# Town of New Windsor

555 Union Avenue  
New Windsor, New York 12553  
Telephone: (845) 563-4615  
Fax: (845) 563-4693

## OFFICE OF THE PLANNING BOARD

July 28, 2003

Mr. David Larkin  
Cessna Drive  
Washingtonville, NY 10992

SUBJECT: INACTIVE FILE #89-16

Dear Mr. Larkin:

In a review of our files, the New Windsor Planning Board has discovered an open Planning Board Application in your name. As there has been no activity regarding this file for a period of time now, we will be closing your file as "Inactive".

At the time of application, a check was submitted in the amount of \$300.00 as an escrow account. There is a balance remaining in this escrow account that we would like to return to you at this time.

Please contact Myra Mason at (845) 563-4615 to arrange the return of this balance. **If we do not hear from you within 30 days of the date of this letter, your account and file will be closed.**

We thank you in advance for your cooperation in this matter and if you have any questions, please call our office.

Very truly yours,

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Myra Mason, Secretary to the P.B.

MLM:mlm